BUDGET FORM

AGENCY: POINT Foundation PROJECT: Environmental Resource Lib.

Amount Requested from the Marin Community Foundation $5,000

From 1/1/90 to 12/31/90 (limit 12 mos

Current		Proposed	
Agency Budget:	736,385	Agency Budget:	
Project Budget:	—	Project Budget:	
Buck Grant:	— (___mos)	Buck Grant:	(___mo
Grants % of Project Budget:	— %	Grants % of Project Budget:	%

EXPENDITURES	Previous 12-month Expenses	Proposed Budget	Requested From M.C.F.
SALARIES: Full-Time			
Editorial, Research & Production	$ 133,512	$ 136,502	$
Circulation & Fulfillment	$ 76,425	$ 74,626	$
Office & Administration	$ 50,793	$ 87,685	$
WE Institute	$ 15,719	$ 35,000	$
Book & Other Projects	$ 9,935	$ 50,725	$
SF Chronicle Column	$ 21,531	$ 23,116	$
	$	$	$
	$	$	$
		396,654	
SALARIES: Part-Time and Temporary			
(___%)	$	$	$
(___%)	$	$	$
(___%)	$	$	$
FRINGE BENEFITS: @ ___%	$ 43,551	$ 50,022	$
Subtotal All Salaries and Fringe Benefits	$ 351,466	$ 446,676	$
PROFESSIONAL FEES			
(___Days @ $___)	$	$	$
(___Days @ $___)	$	$	$
(___Days @ $___)	$	$	$
Subtotal All Professional Fees	$	$	$
TOTAL PERSONNEL COSTS	$ 351,466	$ 446,676	$

LIBRARY PROJECT - WEI & MCF

EXPENDITURES, Continued

NON-PERSONNEL EXPENSES	Previous 12-month Expenses	Budget	Requested From M.C.F.
Subscription Fulfillment & Promo	$ 90,115	$ 84,522	$
Magazine Printing	$ 114,269	$ 104,885	$
Newsstand Sales	$ 17,488	$ 14,874	$
Editorial, Research, Production	$ 16,844	$ 24,603	$
Writers & Contributors	$ 31,565	$ 32,537	$
Books & Other Projects	$ 6,317	$ 3,375	$
Mailing List Rental	$ 2,554	$ 2,759	$
Book Sales	$ 23,114	$ 21,989	$
Insurance	$ 2,444	$ 2,292	$
Taxes (non-payroll)	$ 2,040	$ 1,844	$
Telephone & Postage	$ 13,495	$ 14,768	$
Office Equip. & Supplies	$ 11,418	$ 11,595	$
Rent, Maintenance, Utilities	$ 44,425	$ 45,308	$
Legal & Professional	$ 4,433	$ 3,691	$
Interest, Penalties, Bank Misc	$ 4,398	$ 6,756	$
WE Institute Expenses	$ —	$ 3,772	$
WE Institute Projects	$ —	$ 94,378	$ 5,000
	$	$	$
	$	$	$
Total, Non-Personnel Costs	$ 384,919	$ 473,948	$ 5,000
Total Personnel Costs (prior page)	$ 351,466	$ 446,676	$ —
GRAND TOTAL, ALL EXPENSES	$ 736,385	$ 920,624	$ 5,000

INCOME	Previous 12-month Income	Proposed Income
Earned Sources:		
Magazine Sales	$ 602,181	$ 573,731
Books & Other Projects (including WEI)	$ 67,213	$ 193,435
Misc.	$ 59,269	$ 41,121
Total Earned Income	$ 728,663	$ 808,287
Contributed Sources:		
General Contributions	$	$ 10,045
WE Institute Contributions	$	$ 55,956
[illegible]	$	$ [illegible]
	$	$
	$	$
	$	$
	$	$
	$	$
	$	$
	$	$
	$	$
Total Contributed Income	$ 45,078	$ 166,001
Total Earned and Contributed Income	$ 773,741	$ 874,288
Request from Marin Community Foundation	$ —	$ 5,000
TOTAL INCOME	$ 773,741	$ 879,288

CASH RESERVES

gency accumulated cash reserves currently on hand: $ 67,536

Cash reserve balance anticipated by end of proposed grant period: $ (20000 loan Bk. Int Exp)

Anticipated cash reserve balance divided by proposed agency budget: .22 %

Narrative explanation of cash reserves

Brief history of the development of this fund, any draw-downs on the fund, and any anticipated use of the funds for this or any other project(s) of the agency, during or after the proposed grant period.

Please attach agency financial statement for most recently completed fiscal year. Agencies with an annual budget over $250,000 or a grant request over $50,000 must provide an agency financial statement that includes a report of examination or review by a Certified Public Accountant.

Budget prepared by: _____ Phone: _____

REF. NUMBER	YOUR INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT	AMOUNT PAID	DISCOUNT TAKEN	NET CHECK AMOUNT
	90-101	07/03/90		*****5,000.00		

ACKNOWLEDGE RECEIPT OF CHECK

X S. Leonard 7/17

GRANTEE SIGNATURE DATE

PLEASE SIGN & DATE

AND RETURN TO:

MARIN COMMUNITY FOUNDATION
1100 Larkspur Landing Circle/Suite 365
Larkspur, California 94939

BY APPROVAL OF THE BOARD OF TRUSTEES YOU ARE HEREBY AUTHORIZED AND DIRECTED TO MAKE THE SPECIFIED PAYMENT AS INDICATED BELOW

MARIN COMMUNITY FOUNDATION
1100 LARKSPUR LANDING CIRCLE, SUITE 365
LARKSPUR, CA 94939 • (415) 461-3333
BUCK TRUST

3468

WELLS FARGO BANK TRUST DEPARTMENT
BANK FUND NUMBER 307-104745

CHECK DATE	CONTROL NUMBER	CHECK AMOUNT
07/03/90	002468	*****5,000.00

PAY

FIVE THOUSAND DOLLARS and NO CENTS

NOT A CHECK/NOT NEGOTIABLE

TO THE ORDER OF

POINT Foundation
27 Gate 5 Road
Sausalito, CA 94965

NON-NEGOTIABLE

AUTHORIZED SIGNATURE

WELLS FARGO BANK, N.A.

Private Banking Group
420 Montgomery St.
San Francisco, CA 94163

11-24/001
1210(8)

00299394

306 104745 GRANT #90-101 VOUCHER #3468

DATE 7/10/90
VOID 6 MONTHS AFTER ISSUE DATE

******5,000*DOLLARS AND 00 CENTS

$******5,000.00

PAY TO THE ORDER

POINT FOUNDATION

VOID IF OVER $100,000

⑈00299394⑈ ⑆121000248⑆4068 503143⑈

INCOME	Previous 12-month Income	Proposed Income
Earned Sources:		
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
Total Earned Income	$ _____	$ _____
Contributed Sources:		
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
_____	$ _____	$ _____
Total Contributed Income	$ _____	$ _____
Total Earned and Contributed Income	$ _____	$ _____
Request from Marin Community Foundation	$ _____	$ _____
TOTAL INCOME	$ ==========	$ ==========

EXPENDITURES, Continued

NON-PERSONNEL EXPENSES	Previous 12-month Expenses	Budget	Requested From M.C.F.
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
_____	$ _____	$ _____	$ _____
Total, Non-Personnel Costs	$ _____	$ _____	$ _____
Total Personnel Costs (prior page)	$ _____	$ _____	$ _____
GRAND TOTAL, ALL EXPENSES	$ ==========	$ =========	$ =========

CASH RESERVES

.gency accumulated cash reserves currently on hand: $ _____

Cash reserve balance anticipated by end of proposed grant period: $ _____

Anticipated cash reserve balance divided by proposed agency budget: _____ %

Narrative explanation of cash reserves

Brief history of the development of this fund, any draw-downs on the fund, and any anticipated use of the funds for this or any other project(s) of the agency, during or after the proposed grant period.

Please attach agency financial statement for most recently completed fiscal year. Agencies with an annual budget over $250,000 or a grant request over $50,000 must provide an agency financial statement that includes a report of examination or review by a Certified Public Accountant.

Budget prepared by: _____ Phone: _____